

Public Safety Facility Building Committee

August 24, 2020

Remote meeting via Zoom

Present:

- Public Safety Facility Building Committee: Robert Garrity, Paul Healey, Joe Kelly, Tally Lauter, Bruce MacAloney, Donna Smallwood, Andy Touchette
- Board of Selectmen: Joseph Fisher
- Advisory Committee: Nancy MacDonald
- Town staff: JR Frey, Town Engineer; David Jones, Interim Police Chief; Lou Lachance, Deputy Fire Chief; Michelle Monsegur, Assistant Town Administrator; Steve Murphy, Fire Chief; Lt. Ryan O'Shea, Police Department;
- Susan Murphy, Town Real Estate Counsel
- Kaestle Boos Architects: Sean Schmigle, Todd Costa

Call to order: 7:00pm

Mr. Fisher read the following statement:

"This meeting is being held remotely as an alternate means of public access pursuant to an Order issued by the Governor of Massachusetts dated March 12, 2020 Suspending Certain Provisions of the Open Meeting Law. You are hereby advised that this meeting and all communications during this meeting may be recorded by the Town of Hingham in accordance with the Open Meeting Law. If any participant wishes to record this meeting, please notify the chair at the start of the meeting in accordance with M.G.L. c. 30A, § 20(f) so that the chair may inform all other participants of said recording." No one besides the Town indicated they were recording the meeting.

Introduction

Mr. Fisher gave an overview of the seven-member Public Safety Facility Building Committee, which was created by Annual Town Meeting 2020 to oversee the feasibility study, design, and construction of the new Public Safety Facility currently planned for 335 Lincoln Street, Hingham, MA. He explained that the Board of Selectmen and Town Administrator have already retained the services of a qualified designer, Kaestle Boos Architects (KBA), to get the project started. KBA will provide architectural and engineering services for the preparation of a detailed feasibility study and schematic design for the new Public Safety Facility. Mr. Frey, the Town Engineer, will be the main Town staff contact for this project.

Mr. Schmigle, KBA Associate and Hingham Project Manager, and Mr. Costa, KBA Associate Principal and Public Safety Planning Specialist, gave a brief introduction about their team and the process KBA will follow to conduct the feasibility study and schematic design work over the next few months. They have engaged the Fire and Police Chiefs with questionnaires to start collecting data and programming information. They will meet with the Chiefs in the current spaces, get a sense of square footage required, and start to look at efficiencies and adjacencies presented by a combined police and fire facility.

Concurrently, KBA's landscape architects and civil engineering consultant will work through a site analysis looking at traffic, setbacks, zoning requirements, etc. to understand how the program will fit within the site. In October, KBA will work through budget analysis and help the Town prepare for Town

Meeting, including finalizing the feasibility study, site plans, schematic design, and reports. KBA has been specializing in public safety since 1964 and has recently done similar public safety projects in Needham, Quincy, Sharon, Harwich, Foxborough, Holden, and others.

Mr. Fisher and Ms. Murphy discussed Open Meeting Law requirements that the Building Committee will have to abide by when conducting its work, including posting and quorum requirements and guidance regarding group communications. Since the Fire and Police Chiefs are both ex-officio non-voting members of the committee, they do not count toward the Committee quorum of four. Ms. Murphy reminded Committee members of the online ethics training all board/committee appointees are required to complete.

Organization of the Committee

Mr. MacAloney expressed an interest in nominating Mr. Healey to be chair of the Public Safety Facility Building Committee. Mr. Healey thanked Mr. MacAloney and explained that he was going to nominate Mr. Garrity, particularly because of his extensive experience chairing past building committees.

Vote: Mr. Healey nominated Mr. Garrity to serve as Chair of the Public Safety Facility Building Committee. Mr. MacAloney seconded.

Roll call vote:

- Tally Lauter – yes
- Joe Kelly – yes
- Donna Smallwood – yes
- Andy Touchette – yes
- Paul Healey – yes
- Bruce MacAloney – yes
- Robert Garrity – yes

Vote: Mr. Garrity nominated Mr. Healey to serve as Vice Chair of the Public Safety Facility Building Committee. Mr. Lauter seconded.

Roll call vote:

- Tally Lauter – yes
- Joe Kelly – yes
- Andy Touchette – yes
- Donna Smallwood – yes
- Bruce MacAloney – yes
- Paul Healey – yes
- Robert Garrity – yes

Committee members will take turns taking the meeting minutes at future meetings, with Mr. Healey responsible for the minutes at the next meeting.

Mr. Fisher suggested that the Committee members visit Hingham Police Headquarters, North Fire Station, 335 Lincoln Street, and the new Scituate Public Safety Complex prior to the next Building Committee meeting to understand the needs of both the Police and Fire Departments. Ms. Monsegur offered to organize three or four tours over the next two weeks for Committee members and Town staff.

Discussion of feasibility study process

Attorney Murphy provided an overview of 335 Lincoln Street and the Town's agreement with the seller. November 30, 2020 is the deadline by which the Town can terminate the agreement and walk away, which is driving the need for a November Special Town Meeting. The closing must take place by December 31, 2020. If the Town wishes to extend any of these deadlines, the Town would need to start paying the seller for that additional time. Ms. Murphy displayed an image of the site and summarized site characteristics and constraints. The price of the property has been set at \$5.475 million.

Ms. Smallwood asked about the timeline leading up to a Special Town Meeting in November. Mr. Schmigle stated that the budgeting exercise would need to be completed in mid-October to make it into the warrant in time for an early to mid-November Special Town Meeting. Ms. Monsegur and Mr. Fisher stated that Town Meeting would likely be asked to consider funding for the property purchase as well as for the detailed design work in November, but that the timing of requesting full construction costs has not yet been determined.

Mr. Lauter inquired about the environmental study underway. Attorney Murphy stated that we have a preliminary draft of the phase I environmental assessment report and that the environmental consultant recommends conducting a phase II environmental assessment. The Town expected this recommendation because of the nature of the industrial use that occurred at the Shipyard in the past.

Next Meeting

The Committee will meet next on Thursday, September 10, 2020 at 7:30pm via Zoom.

Before adjourning, at Ms. Smallwood's request, each of the Building Committee members formally introduced themselves and briefly described their backgrounds.

Vote: Mr. Healey made a motion to adjourn. Mr. MacAloney seconded.

Roll call vote:

- Paul Healey – yes
- Tally Lauter – yes
- Joe Kelly – yes
- Donna Smallwood – yes
- Bruce MacAloney – yes
- Andy Touchette – yes
- Robert Garrity – yes

Meeting adjourned at 8:15pm.